



VACANCY ANNOUNCEMENT

The Department of Health received a Civil Service Commission decision on August 26, 2020 approving interim appointments for Unclassified Service positions within the Department of Health for an interim Public Health Recovery Division, Epidemiology and Laboratory Capacity Enhancing Detection. This interim division is currently established and is expected to remain operational until November 30, 2022.

Title Public Health Representative 3 [Unclassified]			Salary P18 \$48,767.10 - \$68,775.00
Posting Number E444-21	Position Number 961941,961064, 945700	Number of Positions 3	Posting Period * From: 09/20/2021 To: 10/04/2021
Location: 55 N Willow Street Trenton NJ 08618			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>The Regional Outreach Coordinator will be responsible for implementing community based strategies as part of the New Jersey Initiative to Address COVID-19 Public Health Disparities among Populations at High-Risk and Under-served, including Racial and Ethnic Minority Populations and Rural Communities, a 24-month program funded by the Centers for Disease Control and Prevention. In this role, the outreach manager will aim to drive a positive volunteer experience for COVID-19 mitigation among vulnerable populations and establishes opportunities for improvement and changes as needed. Supervises county level outreach workers. Supports county level vaccination sites (e.g., troubleshooting, marketing, etc.) with coordination of weekly CCC tabling and registration campaigns. Identifies additional volunteer partners and locations to engage in advancing the CCC mission and goals. Reports outreach progress (i.e., number of individuals educated, registered, and scheduled) to the Program Outreach Manager with strong data accuracy (e.g., mitigates inaccurate vaccine and registration information).</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.</p> <p>EXPERIENCE: One (1) year of experience in a health or social service related program which shall have included responsibilities for interviewing, investigating, and/or conducting public health care surveys or patient care services.</p> <p>NOTE: Applicants who do not possess the required education may substitute experience as indicated on a year-for-year basis.</p> <p>LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: PSTOC@doh.nj.gov • Mail the required documents to: Kevin Jennings, Supervising Mgt. Impr. Specialist Management and Administration Reference Posting #E444-21 New Jersey Department of Health PO Box 360 Trenton, NJ 08625-0355 <p>Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf <p><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
 - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
 - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
 - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
 - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
 - **The New Jersey Department of Health is an Equal Opportunity Employer.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*